Technical Proposal Guidelines

A Guide to Assessing Projects and Preparing Proposals under *The Environmental Assessment Act*

FOREWORD

This document is intended for use by the proponent prior to contacting the Ministry of Environment (the ministry) about an approval under *The Environmental Assessment Act* (the Act). It is aimed at helping the proponent, their employees and consultants assess whether there is a legal obligation to seek ministerial approval. If it is unclear whether an approval is required, the proponent may apply to the Environmental Assessment and Stewardship (EAS) Branch to provide a Ministerial Determination as to the status of the proposed project under the Act. This document also provides guidance on the preparation of a technical proposal that supports a request for a determination under the Act.

This guideline applies to new projects as well as the expansion or alteration of an existing project where no prior ministerial approval exists. This document does not apply to changes to a development with prior ministerial approval. Such changes are subject to review under section 16 of the Act, and the proponent should contact the ministry to discuss the requirements pertaining to changes to the terms and conditions of an existing ministerial approval.

The environmental assessment (EA) process is one of the ministry's principal environmental management tools. If an environmental impact assessment is needed, potential impacts must be identified and evaluated. During project planning, proponents must recognize opportunities to avoid, minimize or eliminate the adverse effects and enhance the positive effects of a project. Considering the environmental impacts of a project can help avoid delays during the EA process. Careful planning provides a sound basis for sustainable development as well as avoiding unnecessary adverse environmental impacts and difficulties associated with repairing environmental damage.

This document is a guideline and is subject to change. In all cases, the proponent must ensure that a proposed project complies with all applicable provincial and federal legislative and regulatory requirements and standards. The proponent must ensure that all applicable permissions and approvals are identified and obtained before starting construction.

This document has been prepared by the Environmental Assessment and Stewardship Branch, Ministry of Environment. For further information on environmental assessment, please visit www.saskatchewan.ca.

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ACRONYMS - GLOSSARY

the Act	*The Environmental Assessment Act*
development	defined in section 2(d) of *The Environmental Assessment Act*
DTC	duty to consult is the constitutional obligation of the crown to consult with First Nations and rights-bearing Métis communities in advance of decisions or actions that may adversely impact Treaty and Aboriginal rights and traditional uses
EA	environmental assessment refers to the process of assessing environmental impacts and is used interchangeable with EIA
EIA	environmental impact assessment
EIS	environmental impact statement is a written representation of the findings of the EIA
environment	defined in section 2(e) of *The Environmental Assessment Act*
the Minister	Minister of Environment (Saskatchewan)
Ministerial Determination	A decision made under Part III of *The Environmental Assessment Act*
the ministry	Ministry of Environment (Saskatchewan)
proponent	the person or organization that proposes a project
stakeholders	landowners, community associations, municipal governments, First Nations and Métis communities, non-governmental organizations, regional planning agencies, special interest groups, or other parties who have an interest in the proposed project

INTRODUCTION

This guideline provides information to the proponent on their initial application to the Ministry of Environment (the ministry) regarding the provision of a determination on a project under the *Environmental Assessment Act* (the Act). The guideline outlines a process for self-assessment, allowing the proponent to assess the legal obligation to seek a ministerial approval for a proposed project. The guideline further outlines requirements for preparing a technical proposal and the application process for requesting a Ministerial Determination.

The Act, and its related guidelines, provide a coordinated review of environmental issues associated with projects and developments in the province. Environmental Assessment (EA) ensures economic development proceeds with adequate environmental safeguards, while providing opportunities for public input and consultation. EA is a review process upstream of regulatory processes, providing an approval-in-principle that is not intended to duplicate regulatory programs. Therefore, in accordance with the ministry's results-based approach to managing environmental issues and concerns, EA focuses on those projects with unusual, unique or potentially significant risks that require special attention. The EA process acts as an umbrella to ensure all relevant impacts for such projects are addressed by filling gaps in regulation and ensuring risks are avoided or managed appropriately.

An overview of the EA process is provided in Figure 1. This guideline focuses on the proposal development step of the process. A more detailed illustration of the EA process can be accessed online by searching "Environmental Assessment Process Map" at www.saskatchewan.ca.

Figure 1. Environmental Assessment Process Overview

The process begins when the proponent submits a technical proposal to the ministry for screening to determine whether a proposed project is likely to meet any of the section 2(d) criteria in the Act, and requires ministerial approval prior to proceeding. A technical proposal is subjected to an environmental review by the ministry and other ministries and agencies as required. The ministry will provide a Ministerial Determination indicating if the proposed project is a development under the Act. If the proposed project is not a development, it may proceed as proposed, subject to any conditions and applicable provincial regulatory requirements (e.g., licenses, permits, leases and approvals).

In addition to the Act, other acts and regulations exist to protect the environment and the public. Contact the responsible government agencies to determine how those might apply to individual projects.

PROPOSAL SELF-ASSESSMENT

This section provides guidance in determining whether the proposed project is a development that should be subjected to a review under the Act. Self-assessment enables the proponent to gauge whether there is a legal obligation to seek ministerial approval for a proposed project or an alteration or expansion to an existing project that does not have prior ministerial approval.

Self-assessment involves a preliminary assessment of the expected impacts of the proposed project on the environment and their relative significance. Evaluating relative significance requires an assessment of the sensitivity of the local environment, as well as the intensity of impacts (e.g., the type, extent, magnitude and duration of the impacts), and the importance of those impacts to communities. If after self-assessment, the proponent is unclear whether the proposed project triggers the criteria in the Act, the proponent should seek a Ministerial Determination through the submission of an online application and technical proposal.

A written summary of the self-assessment may be helpful to the proponent in answering EA-related questions from regulators during the permitting process. Projects with minor impacts may not require EA review. Following self-assessment, if the proposed project does not meet the criteria of a development under the Act, the proponent should proceed with contacting other ministry branches or regulatory authorities to obtain permits and licenses needed for the project to proceed.

If it is the opinion of the ministry, or other regulatory authorities, that the project has the potential to be captured by *The Environmental Assessment Act*, a project can be referred for EA review. In these cases, the proponent will be required to obtain a Ministerial Determination before further permits or approvals are issued.

1.1 Application of the Act

Section 2(d) of the Act lists the criteria used to identify environmental impacts of concern. If a proposed project yields the type of impacts described in Appendix A, or other substantive impacts not necessarily listed, it is likely a development under the Act and requires EA review and ministerial approval prior to proceeding. Saskatchewan uses a risk-based approach to assess the significance of the risk that a proposed project, operation or activity is likely to have.

This document applies to new projects and to alterations of existing projects without a prior ministerial approval. Changes to a development with a prior ministerial approval that do not conform to the terms and conditions of that approval are subject to the provisions of section 16 of the Act, and the proponent must inform the Minister of the proposed change before proceeding.

New projects can include research, testing, technical feasibility studies, exploration activities and pilot projects. Projects from government ministries and crown corporations are not exempt from the application of the Act. The Act applies equally to projects located on private and Crown Lands.

Alterations to existing projects, which do not have prior ministerial approval, can include a change, an addition or an expansion to any structures, facilities, operations, processes or other activities already existing at or near the site (e.g., expanding the footprint of a project's operations or activities, replacing or adding equipment, increasing production, etc.).

Proposed alterations of existing projects may require EA review and approval, even if the original project did not receive a prior ministerial approval. An existing project may not have received a prior ministerial approval for a number of reasons:

- the project may have been established before the Act was created;
- the project may have been established after the Act came into effect, but review and approval under the Act did not occur; or
- the project may have been reviewed and found not to be a development under the Act (e.g., many small projects initially do not have impacts requiring EA review and approval).

For these projects, the environmental impacts of the proposed changes to the project should be re-evaluated using this guideline to gauge whether the alterations require EA review and ministerial approval prior to proceeding. If a change to a project requires EA approval, the proponent should obtain that approval before acquiring all other necessary permits or approvals related to the change.

Examples of activities associated with projects that do not require ministerial approval under the Act include:

- ongoing project planning and design;
- securing financing;
- publicity;
- placing orders for equipment and materials;
- discussions with regulatory or other government officials regarding permits, licensing or other regulatory requirements applicable to the project;

- discussions or consultations with affected stakeholders or the public;
- discussions concerning approvals from other jurisdictions;
- recruiting or hiring staff; and
- on-site activities with negligible impacts (e.g., posting signs).

1.2 General Principles for Self-Assessment

This section describes general principles that the proponent should consider when self-assessing a proposed project. Information gathered should be used to identify potential effects of the project, evaluate the significance of those effects, and plan how the project design can be modified to avoid impacts. Mitigation and enhancement measures include those that:

- eliminate or minimize the potential adverse environmental implications;
- enhance the predicted positive environmental implications; and
- address concerns raised by the public or other interested or affected parties.

Negative impacts are the primary concern – Environmental impacts that are harmful or undesirable are the primary concern. In the absence of any negative impacts, positive impacts would not generally trigger a requirement for EA review and approval. While the proponent should describe any positive impacts, the presence of positive impacts (e.g., employment, government revenues) may not be used to offset negative impacts using a cost-benefit analysis.

Risk assessment used to judge significance – Use a risk assessment approach to analyze the significance of the potential environmental impacts of a proposed project. Such an approach would consider the magnitude or quality of the effect, its duration and the probability of it occurring. In some cases, risks may be estimated quantitatively and compared to generally-accepted standards of acceptable levels of risk (e.g., drinking water standards, exposure limits). In other cases, risks may only be able to be characterized more qualitatively (e.g., the degree to which the project is likely to impact fish populations).

It is important to keep the guiding principles in mind when assessing the significance of any potential adverse impacts. If the potential for an adverse impact exists, it may not trigger the Act if:

- the risk of the impact is insignificant;
- the issue is regulated and/or the inherent design of the project negates the impact; and
- mitigation measures ensure the risk of the impact is minimized.

Existing federal and provincial regulatory and industry standards and guidelines are relevant as points of reference for evaluating significance. Professional expertise and judgment may also be applied in evaluating the significance of an environmental effect. Environmental or project planning consultants familiar with the Act may be helpful in determining significance.

Public Interest Determined – Public participation is an important part of the EA process. It ensures that the public and appropriate authorities are aware of the environmental trade-offs and risks that must be accepted if the benefits of a proposed project are to be realized. Public interest will be considered as early as the screening stage of the EA process. One of the criteria used to determine whether an environmental impact assessment (EIA) is required is whether the project is likely to cause widespread public concern due to potential environmental changes. Early public engagement by the proponent to identify local issues will help gauge the level of public concern.

The proponent should actively solicit input from the general public in the area and from other individuals or groups that may have an interest in the project, and utilize their traditional and local environmental knowledge where appropriate. These groups may include community associations, municipal governments, regional planning agencies, First Nations and Métis communities, businesses, recreational users and non-government organizations.

1.3 Self-Assessment

Appendix A provides a checklist of questions to assist the proponent in assessing whether a proposed project is a development that may require a ministerial approval under the Act. Carefully consider the application of these questions to the proposed project, as penalties may apply if a project proceeds without a Ministerial Determination and is later found to be a development. The analysis completed at this stage will aid in the preparation of a technical proposal, if it is required.

A proposed project that is not likely to meet the criteria of a development may be able to proceed without ministerial approval, subject to applicable regulatory requirements. If the project appears to be a development under the Act, or if the conclusion is unclear, an online application for a Ministerial Determination and a technical proposal should be submitted to the ministry. The ministry and other provincial regulators retain the discretion to request a technical proposal be submitted for review under the Act prior to initiating a review of permit applications. Where further guidance is required, a proponent may contact the ministry using the contact information included in section 5.

A proponent that wishes to self-declare their proposed project a development should contact the Applications Manager to discuss options. Guidance on submission requirements for self-declaring a project can be provided at this time. Contact information for the Applications Manager is presented in section 5 (*Other Resources and Contact Information*) of this document.

1.4 Initial Contact for a Proposed Project

Regulatory authorities can provide a high level of oversight for environmental concerns and permitting requirements. If regulatory permits or licenses are required, the first point of contact should be the specific permitting agency. Regulatory authorities may be relied upon to assist the proponent in considering and identifying risks that may require an EA review. If risks are identified that trigger the Act, the regulatory agency can also refer the proposed project to the ministry for review.

Examples of first points of contact for proposed projects include the following:

Project Type	First Point of Contact
Ministry of Environment	
Oil & gas* Seismic Pipelines (Other than NEB Regulated Lines) Transmission lines RM roads Highway upgrades (e.g., ROW expansions, intersection treatments) Mineral exploration Aquatic Habitat Protection Permits (for roadway and highway construction) Peat moss harvesting Wind energy and solar energy Commercial fishing Outfitting operations Federally listed Species at Risk and federally designated Critical Habitat Species of conservation concern, including Species Detection Surveys and Activity Restriction Guidelines (ARGs) Research permits and data submissions	Fish, Wildlife and Lands Branch
Recycling	Environmental Assessment & Stewardship Branch
Waste management Hazardous materials storage Impacted sites Mining and industrial operations Decommissioning and reclamation activities Air emissions Asphalt plants	Environmental Protection Branch

Other Provincial Ministries and Agencies	
Forest Management Plans Forest Management Agreements Area-based Term Supply Licences	Forest Service Branch
Urban development (commercial or residential) Infrastructure development Municipal zoning approval Subdivisions on previously disturbed lands	Ministry of Government Relations
Intensive livestock operations Game farms	Ministry of Agriculture
Mineral exploration Injection and Disposal Wells	Ministry of Energy and Resources
Drinking water Waste water Water treatment Sewage Water canals Aquatic Habitat Protection Permits (for culverts, bridges, ferry landings, dredging)	Water Security Agency
Water pipelines	Saskatchewan Water Corporation
Other Government Organizations	
Existing grid road reconstruction or upgrading Gravel pits on cultivated lands	Rural Municipality
Activities on lands outside provincial boundaries and/or under federal jurisdiction	Impact Assessment Agency of Canada** Canadian Nuclear Safety Commission Canada Energy Regulator

* Please refer to *Environmental Review Guidelines for Oil and Gas Activities* by searching the document title at www.saskatchewan.ca.

** The province may participate cooperatively in federal assessment processes or with other jurisdictions to provide advice on provincial interests (e.g., off-site impacts to provincial lands) affected by a proposed project under review.

TECHNICAL PROPOSAL

This section is intended to provide guidance that will result in a greater degree of certainty and consistency regarding the information required in a technical proposal submission. The term technical proposal is used to represent the environmental assessment application, which includes the technical proposal document and any other supplementary information that is submitted for review.

The EA process begins when:

- the proponent submits a technical proposal for a proposed project for a Ministerial Determination;
- the proponent self-declares a proposed project is a development and submits a technical proposal to the ministry; or
- the ministry requests a technical proposal for a project, referred by another regulatory authority or concerned party, that may require ministerial approval under the Act.

2.1 General Principles for Preparing a Technical Proposal

This section describes general principles the proponent should consider when preparing a technical proposal.

Environmental Code compliance / Industry best management practices – Best management practices exist in many industries. These practices set baselines for protection of the environment and the public in addition to addressing other industry-relevant factors. The technical proposal should include examples of how best management practices will be incorporated into construction, operation and decommissioning of the proposed project.

Use of Qualified Persons – Saskatchewan's results-based approach encourages the proponent to consider a wide range of environmental issues – from impacts on wildlife, land, water and resources to public concern, and impacts of new technology. The proponent must use qualified persons (QPs) who are experienced with Saskatchewan conditions and legislation, and who are qualified to assist in evaluating EA requirements. Highlight any work undertaken by QPs and include credentials/seals. QPs must comply with self-regulating professions. Engineering and geoscience work must comply with the requirements of *The Engineering and Geoscience Professions Act* of Saskatchewan. Corporations engaged in mineral development typically attach a Technical Report which follows National Instrument 43-101 – Standards of Disclosure for Mineral Projects (NI 43-101) and is authored by a QP, as defined by NI 43-101.

Project plans and designs should be sufficiently detailed to permit an accurate understanding of the impacts of the project – The level of planning and design that could be used to assess commercial feasibility or permit costing for budget approval is considered reasonable at this stage. Saskatchewan's results-based approach encourages the proponent to include specific environmental protection measures in project planning, design and costing. Project design incorporating effective and reliable protection will minimize the time and cost of the EA review and approval process.

Assessment of likely impacts should be realistic, based on the project as proposed – The project assessment should be based on how it will be built and operated. The assessment should include environmental protection measures planned to avoid or reduce the likelihood of environmental impacts. The evaluation of impacts should realistically consider the effectiveness of the proposed protection measures and incorporate appropriate contingency measures and emergency response plans. The assessment should include discussion of: the use of best management practices, standards or guidelines; analysis of specific project circumstances; the proponent's experience with similar projects in similar circumstances; and the proponent's track record in successfully implementing measures to reduce the likelihood of impacts.

Identify cumulative impacts – Cumulative impacts are residual impacts on the environment (e.g., impacts that occur after mitigation measures have been implemented) combined with the environmental impacts of other past, present or reasonably near future projects or activities in the area. Cumulative impacts can also result from the combination of different project-specific impacts acting on the same environmental component. The former Canadian Environmental Assessment Agency's operational policy statement, *Assessing Cumulative Environmental Effects under the Canadian Environmental Assessment Act, 2012*, may be useful when considering the scope of cumulative impacts to be evaluated.

The proponent should assess the cumulative impacts associated with the proposed project, including

- the combined impacts from all stages of the project lifecycle;
- the effect of the proposed project when added to other past, present or reasonably near future projects or activities in the area;
- the combination of impacts from the existing project combined with the impacts of an expansion or alteration of the project;
- the total impact or risk of impact from operating the project over a prolonged period, taking into account the likelihood of extensions or expansions to the project's operating life;
- the effect of ancillary facilities that may not be part of the proponent's project, but are essential to the project proceeding (e.g., pipelines, roads, transmission lines); and
- any additional activities or developments that may be enabled or encouraged as a result of the project proceeding.

2.2 Submission Requirements

An EA submission consists of an online application and attachments. At a minimum, attachments include a technical proposal, maps and a letter of authorization for company representation, but may also include a cover letter, site plans, engineering or architectural drawings and schematics, or any other information that supports an accurate and complete project submission. General requirements for EA submissions are presented below.

Formatting
To ensure an efficient review by the ministry, EA submissions require standardized file formatting. Technical proposals must satisfy the following formatting requirements:

- submissions must be formatted as PDF/A (preferably at conformance level PDF/A-1u or higher);
- submissions must be text-searchable;
- submissions must not be password-protected; and
- pages, tables and figures must all be uniquely numbered for easy referencing.

Maps and Diagrams
The proponent must provide at least one map containing township fabric and/or coordinates of the project footprint with graphic scale, and a north arrow and clear legend, including a small-scale depiction of the project area within the province of Saskatchewan. Diagrams of proposed facilities and project components must also be included. Maps and diagrams must provide sufficient detail for the ministry to form a judgment about the parameters of the project.

GIS Shapefiles
Proponents must submit two GIS shapefiles in NAD 1983 CSRS98, UTM zone 13N. More specifically, these requirements include:

- one GIS shapefile that depicts the spatial boundaries of the project footprint only; and
- one GIS shapefile that depicts the spatial boundaries of the project footprint, project study areas, species detection survey locations, and the individual locations of species of conservation concern (SOCC) (plants and animals) observed during surveys and identified in data submissions.

Confidentiality
Technical proposals and supplementary material, including correspondence, submitted for review are considered public documents and will be posted on the ministry's website for public viewing. Highly sensitive business or technological information not required to understand and evaluate the impacts of the proposed project on the environment need not be included in the document. If sensitive information needs to be included to provide the ministry with a complete understanding of the potential impacts, the proponent can apply in writing

providing rationale to have the sensitive information remain confidential. Proponents should be aware the information may still be subject to an access to information request under *The Freedom of Information and Protection of Privacy Act.*

Data Submissions

Data submissions (i.e. Species Detection Loadforms) associated with an EA review must be submitted to the Fish, Wildlife and Lands Branch three weeks in advance of an EA submission. This ensures the ministry has adequate time to complete a review of survey standards, methods and results. Data submissions are requirements of all research permits. For more information on data submission files and standards, please search "Wild Species Research Permitting" at www.saskatchewan.ca or contact SD.researchpermit@gov.sk.ca.

2.3 Application Process

An application requires the following types of information:

- project type (e.g., development, expansion/change to development);
- project description;
- industry sector of the project (e.g., agriculture, energy, forestry, mining, oil and gas);
- location (attach maps);
- any previous response from the ministry regarding the proposed project (e.g., the response and any previous file number(s) if appropriate);
- an overview of research conducted to date and methodology used;
- HABISask Project Screening Report(s) pertaining to the proposed project footprint plus a one-kilometer buffer; and
- any other relevant information.

Applications must be submitted through the ministry's online portal. For more information and to access the online portal, please search "Environment Business Services" at www.saskatchewan.ca. The following information is required at the time of application:

- contact information for the organization or individual applying;
- project information – a brief description of the project;
- general geographical information – a brief description of the location of the project; and
- previous responses from the ministry, if applicable.

If the applicant is not the owner of the project, a letter of authorization allowing the applicant to represent the owner is required. Attach this letter during the online application process.

2.4 Technical Proposal Requirements

The technical proposal must be well-organized and provide reviewers with adequate information to understand what is being proposed, the environment in which the project is to be located and potential impacts. Information on research conducted to date must be detailed enough to provide reviewers with confidence in the results presented in the proposal. The proposal should identify all possible environmental impacts of the proposed project together with any measures planned to reduce or avoid those impacts. Impacts that cannot be avoided must be justified.

The submission of complete and comprehensive information in the technical proposal will ensure an efficient EA review. When issues (e.g., deficiencies, information gaps) are raised because of the review, a proponent will be asked to submit additional information.

The following subsections outline expectations for organizing technical proposal content.

2.4.1 Executive Summary

Provide a brief project summary, including the proponent's name and corporate structure. Identify key project personnel, along with their experience with similar projects and technical expertise used in the planning and design of the proposed project. Include the length, schedule and location of the project, main design features of the project itself, key environmental impacts and mitigation, residual impacts, the number and type of people to be employed and the need for and benefits of the project, including the demand for the project. This could include potential impact to local communities in terms of jobs and contracts.

2.4.2 Project Description

The project description should include the following, keeping in mind the need to protect the environment from impacts at all stages of a project's lifecycle:

- site preparation and construction;
- operation and maintenance (including cycles of operation and maintenance);
- anticipated expansions or alterations;
- decommissioning and reclamation during site closure; and
- post-decommissioning.

Address the following elements relative to the proposed project in the technical proposal:

Project Details – Relevant project details include size, length (for linear projects), layout, capacity, production rates, process information, dimensional characteristics and life span of the project. Accompany descriptions with site and regional maps, flow charts, diagrams, graphs and

photographs that will assist reviewers to understand the proposed project. Include examples of where best management practices will be incorporated into construction, operation and decommissioning of the proposed project. Itemize permits and notifications required to undertake the project. While final design details will not usually be available when the proposal is prepared, you should present preliminary design details, including the anticipated maximum project footprint. Final design will be reviewed as part of follow-up regulatory procedures administered by the ministry and other agencies.

Location – Provide a detailed description of the location. Include maps to show the location of the proposed project relative to other land uses, developments and communities.

Socioeconomics – Outline the possible impact on local communities in terms of potential jobs and contracts. Information should detail the types of jobs and contracts, the inputs that will be purchased locally, and the proponent's policy on the hiring of local employees for both labour and managerial positions. Also, outline any negative impacts on social or economic factors, including impacts on community infrastructure (e.g., schools, housing, medical facilities).

Inputs and Outputs – Identify all inputs (e.g., water, other natural resources, electricity, process chemicals, hazardous substances) and describe their quantities and sources. Describe and quantify outputs (e.g., services and products). Ensure you adequately identify and evaluate outputs that affect climate change conditions, including greenhouse gas (GHG) emissions. The removal of natural carbon sink features (e.g., trees, wetlands, modified and native grasslands) as part of project construction should also be identified and evaluated as outputs.

Estimating Emissions Guideline for Proposed Projects
To calculate and provide emission data in a submission, the proponent will need to collect or estimate GHG data from all emission sources at their facility. There are various methods for estimating or measuring GHG emissions including:

- monitoring or direct measurement (continuous emission monitoring systems or testing emissions from the source);
- mass balance (law of conservation of mass – difference in input and output);
- emission factors (apply an emission factor to estimate the GHGs released from a process or piece of equipment); and
- engineering estimates (estimates of emissions based on engineering principles, knowledge of certain processes involved, understanding of design).

Emissions can be broken down into source categories that indicate where the emissions originate. The source categories that are applicable to a facility will depend on the sector in which it operates and the processes used at the facility. The following are the source categories currently regulated under *The Management and Reduction of Greenhouse Gases (Standards and Compliance) Regulations*:

- stationary fuel combustion;
- industrial process;
- industrial product use;
- venting;
- flaring;
- leakage;
- on-site transportation;
- waste; and
- wastewater.

Within each source category, a variety of gas species can be emitted. The following gas species are regulated by *The Management and Reduction of Greenhouse Gases Act* and must be reported:

- carbon dioxide (CO_2);
- methane (CH_4);
- nitrous oxide (N_2O);
- hydrofluorocarbons (HFCs);
- perfluorocarbons (PFCs);
- sulphur hexafluoride (SF6); and
- any other gas as prescribed by the Minister.

Table 1, taken from the *Baseline Emissions Intensity Guidance for Regulated Emitters*, presents the regulated source categories and the gas species applicable to each.

Table 1: Regulated Source Categories and Corresponding GHG Emissions

Greenhouse Gas	**Regulated Source Categories**								
	Stationary Fuel Combustion Emissions	Industrial Process Emissions	Industrial Product Use Emissions	Venting Emissions	Flaring Emissions	Leakage Emissions	On-site Transportation Emissions	Waste Emissions	Wastewater Emissions
Carbon dioxide[1]	*	*	N/A	*	*	*	*	*	*
Methane	*	*	N/A	*	*	*	*	*	*
Nitrous oxide	*	*	N/A	*	*	*	*	*	*
Sulphur hexafluoride	N/A	*	*	N/A	N/A	N/A	N/A	N/A	N/A
Hydrofluorocarbons (HFC)	N/A	By species	By species	N/A	N/A	N/A	N/A	N/A	N/A
Perfluorocarbons (PFC)	N/A	By species	By species	N/A	N/A	N/A	N/A	N/A	N/A

[1]excluding CO_2 emissions from biomass combustion, decomposition and fermentation

To calculate total emissions, proponents will need to sum all the GHGs in each source category. To do so, the emissions must be converted to similar units. Emissions are typically reported in tonnes of carbon dioxide (CO_2) equivalents (CO_2e). From *The Management and Reduction of Greenhouse Gases Act*, "CO_2e means the mass of carbon dioxide that would produce the same global warming potential as a given mass of another greenhouse gas determined in the prescribed manner". Because each GHG has a different impact on global warming, a global warming potential (GWP) factor must be applied. Multiplying each of the GHG species by its respective GWP allows addition of the emissions. Table 2, taken from the *Baseline Emissions Intensity Guidance for Regulated Emitters*, presents the GWP factor for each gas species.

Table 2: Greenhouse Gases and Gas Species Subject to Mandatory Reporting

Greenhouse Gas	Chemical Formula	100-Year Global Warming Potential
Carbon Dioxide	CO_2	1
Methane	CH_4	25
Nitrous Oxide	N_2O	298
Sulphur Hexafluoride	SF_6	22,800
Perfluorocarbons (PFCs)		
Perfluoromethane	CF_4	7,390
Perfluoroethane	C_2F_6	12,200
Perfluoropropane	C_3F_8	8,830
Perfluorobutane	C_4F_{10}	8,860
Perfluorocyclobutane	c-C_4F_8	10,300
Perfluoropentane	C_5F_{12}	9,160
Perfluorohexane	C_6F_{14}	9,300
Hydrofluorocarbons (HFCs)		
HFC-23	CHF_3	14,800
HFC-32	CH_2F_2	675
HFC-41	CH_3F	92
HFC-43-10mee	$CF_3CHFCHFCF_2CF_3$	1,640
HFC-125	CHF_2CF_3	3,500
HFC-134	CHF_2CHF_2	1,100
HFC-134a	CH_2FCF_3	1,430
HFC-143	CH_2FCHF_2	353
HFC-143a	CH_3CF_3	4,470
HFC-152a	CH_3CHF_2	124
HFC-227ea	CF_3CHFCF_3	3,220
HFC-236fa	$CF_3CH_2CF_3$	9,810
HFC-245ca	$CH_2FCF_2CHF_2$	693

Total emissions are calculated as the sum total mass of each of the gases or gas species multiplied by their respective global warming potential (GWP) (see equation below).

$$Total\ Emissions = \sum_{1}^{i}\left(E_{CO_2} \times GWP_{CO_2}\right)_i + \sum_{1}^{i}\left(E_{CH_4} \times GWP_{CH_4}\right)_i + \sum_{1}^{i}\left(E_{N_2O} \times GWP_{N_2O}\right)_i + \sum_{1}^{i}\left(E_{PFC} \times GWP_{PFC}\right)_i + \sum_{1}^{i}\left(E_{HFC} \times GWP_{HFC}\right)_i + \sum_{1}^{i}\left(E_{SF_6} \times GWP_{SF_6}\right)_i$$

where:
E = total emissions of a particular gas or gas species from the facility (tonnes)
GWP = global warming potential of the same gas or gas species (see Table 2)
i = each emission source

GHG Emissions Reporting Requirements for Operating Facilities
Facilities that emit more than 10,000 tonnes of greenhouse gas (GHG) emissions annually are required to report GHG emissions to Environment and Climate Change Canada (ECCC). *The Management and Reduction of Greenhouse Gases (Standard and Compliance) Regulations* (Saskatchewan) requires GHG emissions reporting at the same threshold as ECCC. The provincial regulations are intended to align with the federal GHG reporting system, thus qualifying facilities would only report their emissions once. The provincial regulation came into force Sept. 1, 2018.

The ministry has developed GHG performance standards for facilities that emit more than 25,000 tonnes carbon dioxide equivalent (CO_2e) annually. Facilities with annual emissions between 10,000 and 25,000 tonnes CO_2e may be voluntarily registered.

By-products – Describe the amount and type of all by-products and wastes, including: recyclable materials, hazardous and nonhazardous wastes, wastewater, air emissions and domestic waste. Describe how these materials will be treated, stored, contained, transported, used and/or disposed.

Alternatives – Outline any alternatives considered feasible during project planning (e.g., location, process, route) and explain the rationale for rejecting. Identify any environmental considerations relevant to selection of the preferred alternative.

Ancillary Projects – Ancillary projects include any associated or related projects whose planning, construction and/or operation are the responsibility of another proponent (e.g., borrow pits, municipal roads, utilities). Include a general description of anticipated ancillary projects and potential environmental impacts as part of the technical proposal.

2.4.3 Description of the Environment

This section should focus on the environment in which the project is to be located. The type of information and level of detail provided in each part of this section will vary according to the project, its location and the type of environmental features potentially affected.

Biological Environment – The proposal must identify and quantify vegetation types and aquatic habitats at and around the project footprint, the presence of wild species in the project area and the value of the project area as habitat features and habitat types. Inventories of all detected plant and animal species must be provided. Occurrences of SOCC and their habitats must be identified, particularly where the project will affect uncultivated lands, wetlands, native dominant grassland and short shrub grassland. Native dominant grassland and short shrub grassland are defined as grassland or shrubland dominated (≥ 51 per cent) by perennial native plant and wildlife species. Describe fish and fish habitat if surface water bodies will be affected. References to vegetation in the technical proposal must be standardized according to the 'dominant habitat' terminology indicated in the ministry's most current Species Detection Loadform. This file can be accessed online by searching "Species Detection Loadform" at www.saskatchewan.ca.

Additional field evaluations are almost always required to supplement existing information from the HABISask Project Screening Report(s). Efforts should be made to ensure surveys are conducted according to survey standards and survey methods contained in the ministry's Species Detection Protocols. Discussions of survey methods in the technical proposal must include references to the associated Research Permit number. Research permits are required for all species detection surveys, regardless if a ministry protocol exists or not. For more information on species detection protocols and research permit requirements, please search "Wild Species Research Permitting" at www.saskatchewan.ca/ or contact SD.researchpermit@gov.sk.ca.

Physical Environment – Describe physical conditions, including unique landforms, slopes, runoff characteristics and soil types as well as proximity to streams or waterbodies. Determine subsurface stratigraphy and depth to groundwater, and describe baseline surface and groundwater quality where appropriate. Site-specific field evaluations may be necessary to characterize hydrogeology whenever a project poses a potential risk to groundwater or groundwater receptors. Describe climate and weather parameters that may impact the project.

Human Environment – Describe social and economic conditions, including land use at and around the project area, special land use designations (e.g., parks, local zoning) and existing infrastructure (e.g., roads, utilities). Also describe existing contamination or disturbances. Identify nearby residents and communities, as well as any site that may have significant cultural or heritage value. Contact the Ministry of Parks, Culture and Sport, Heritage Conservation

Branch early in the planning process to ensure that potential heritage conflicts are identified and avoided.

2.4.4 Potential Impacts and Mitigation Measures

Describe the effects (positive and negative) that the project may have on the environmental features previously identified. The level of evaluation will vary according to project complexity and potential impacts on particular environmental components. For example, any special risks or hazards posed by wastes and by-products should be described together with contingency plans to deal with emergency situations (e.g., spills or plant malfunctions). Other impacts may relate to wildlife or plant species. Describe measures to avoid, minimize or manage impacts.

Consider the potential for impacts to occur in different locations and at different geographical scales, including:

- on-site – above or below ground;
- on adjacent properties;
- in the local neighbourhood or community;
- in other regions within the province; and
- province-wide.

Consider how any changes to the environment impact social, cultural and economic conditions, thereby affecting residents, local communities and land uses. Early engagement with local communities and First Nations and Métis communities helps identify potential impacts to the local environment and potential mitigation measures.

For each impact, identify the magnitude, geographic extent, duration, reversibility, frequency and probability of occurrence of the impact, and determine the methods or best management practices that will be used to mitigate for the effects. Identify any project changes or mitigation implemented in response to public concern. Finally, identify any residual impacts and provide rationale for why they cannot be mitigated.

2.4.5 Monitoring

Include a description of the monitoring programs that will be employed for assessing actual project impacts and the outcome of applied mitigation for all phases of the project. Program objectives are to monitor:

- compliance with commitments made in the technical proposal for environmental protection;
- for risk management, including accidents and contingencies; and

- valued ecosystem components to ensure unforeseen impacts are not occurring and the extent to which impacts predicted in the proposal occur.

2.4.6 Decommissioning and Reclamation

Provide conceptual plans for project decommissioning and describe how the area affected by the project will be reclaimed or otherwise restored. Detailed decommissioning plans may be required in association with other permitting.

2.4.7 Stakeholder Engagement

The proponent should actively solicit public input within the project area and from other individuals or groups that may have an interest in the project. The proponent is expected to hold public meetings and/or open houses in local communities to describe the details of the project and to receive feedback on potential issues, interests or concerns related to the project. When conducting public meetings or events, the proponent is expected to advise the public that the project is undergoing an environmental assessment review. You can find posters on public participation in Appendix B. Other engagement may include informal discussions with landowners and nearby residents and meetings with community associations, municipal governments, First Nations and Métis communities, businesses, regional planning agencies, or special interest groups.

Documentation of public engagement undertaken is to be included as well as any documentation (e.g., news articles, meeting minutes, etc.) illustrating any community acceptance, public interest or concern about the project. Describe discussion activities, including people and groups involved, and dates and means of engagement (e.g., via mail, phone, meetings). Provide a summary of all comments and concerns, and any responses received. Identify ongoing or proposed discussions. If available, provide an overview of information on First Nations and Métis communities' traditional or heritage uses in the area. Information provided in this section of the proposal will assist the ministry in evaluating whether there is local, regional or widespread public concern about the proposed project. Identify future engagement planned to deal with issues or concerns raised by the public.

2.4.8 First Nations and Métis Duty to Consult

The Crown has a legal obligation to consult with First Nations and Métis communities in advance of decisions or actions that may adversely impact Treaty and Aboriginal rights, such as the right to hunt, fish and trap for food, and to carry out traditional uses. The duty to consult (DTC) may be triggered during the EA process for projects that require an Environmental Impact Assessment (EIA). For a project that does not require an EIA, the DTC is assessed by subsequent regulatory agencies.

At the technical proposal stage, interest-based engagement can be beneficial and is strongly encouraged. For more information on proponent-led engagement with First Nations and Métis communities, please refer to *The Proponent Handbook - Voluntary Engagement with First Nations and Métis Communities to Inform Government's Duty to Consult* by searching the document title at www.saskatchewan.ca.

Information provided in the technical proposal will assist the ministry in meeting consultation obligations if the DTC is triggered. The information provided in the technical proposal will also be helpful to both the proponent and the ministry if, after the EA screening, the project is deemed a development under the Act, and the proponent is required to develop the Terms of Reference for an EIA. If the DTC is triggered as part of the EIA process, the proponent will be assigned procedural aspects of the DTC.

For more information on the DTC, please refer to the following guidance by searching the document titles at www.saskatchewan.ca: *Proponent's Guide: Consultation with Métis and First Nations in Saskatchewan Environmental Impact Assessment*, and the *Government of Saskatchewan First Nations and Métis Consultation Policy Framework*.

After the Technical Proposal is Submitted

The ministry will screen a technical proposal to determine whether the proposed project is likely to meet the definition of a development as defined by the section 2(d) criteria in the Act and require a ministerial approval. A technical proposal may be circulated for review by the ministry and other agencies as required to determine the level of assessment required. The ministry will provide a Ministerial Determination indicating whether the proposed project is deemed a development under the Act. If the proposed project is not a development, it may proceed as proposed, subject to any conditions and applicable provincial regulatory requirements, such as licenses, permits, leases and approvals. The Ministerial Determination will include reasons for the determination and advice on next steps. Submitted technical proposals will be posted online once a determination has been made.

For more information on how the ministry will proceed once a technical proposal has been received, please search "Environmental Assessment in Saskatchewan" at www.saskatchewan.ca.

Other Resources and Contact Information

The proponent is strongly advised to contact the ministry for further explanation and clarification if they have any questions regarding the information in this document. Resource

materials concerning EA processes, procedures, guidelines and standards in Saskatchewan, as well as previous developments and developments currently under review, can be accessed online by searching "Environmental Assessment" at www.saskatchewan.ca.

Environmental Assessment and Stewardship Branch staff are available to provide advice on any matters related to EA in Saskatchewan. For further information, please contact:

Applications Manager
Environmental Assessment and Stewardship Branch
4th Floor, 3211 Albert Street
Regina, SK S4S 5W6
Phone: 306-787-6190
environmental.assessment@gov.sk.ca

APPENDIX A – SELF-ASSESSMENT CHECKLIST

The following self-assessment checklist applies to new projects and to expansions or alterations of existing projects without a prior ministerial approval.

The questions provided below are intended to provide guidance to proponents on the potential applicability of the Act. Contact the Environmental Assessment and Stewardship Branch for additional guidance where there is uncertainty on whether a project is likely to meet the criteria of a development and should submit a Technical Proposal. The ministry retains the ability to request a Technical Proposal be submitted for screening prior to initiating a review of permit applications. If the project does not require a submission, this checklist and rationale may be requested by other permitting branches and agencies. The submission of the self-assessment checklist to other permitting branches and agencies will not result in a Ministerial Determination on the applicability of the Act.

Additional guidance on answering the questions in the checklist follows. As well, examples of developments that have previously required an EIA and projects currently under review can be accessed are available on Saskatchewan.ca by searching "Environmental Assessment Projects" at www.saskatchewan.ca.

Is the proposed project a 'development'?	Yes	No	Regulated Through Permits & Approvals
1. Is the proposed project likely to influence any unique, rare or endangered feature of the environment?			
2. Is the proposed project likely to substantially utilize any provincial resource and, in so doing, pre-empt the use, or potential use, of that resource for any other purpose?			
3. Will the proposed project cause the emission of any pollutants or create by-products, residual or waste products, which will require handling and disposal in a manner that is not regulated under any other Act or regulation?			
4. Is the proposed project likely to cause widespread public concern about potential environmental changes?			
5. Is the proposed project likely to involve new technology that is concerned with resource utilization and that may induce significant environmental change?			
6. Is the proposed project likely to have a significant impact on the environment or necessitate a further development which is likely to have a significant impact on the environment?			

1. Is the proposed project likely to influence any unique, rare or endangered feature of the environment?

The intent of this criterion is to preserve features of the environment that could not be replaced if damaged or destroyed, or whose restoration or replacement would involve considerable costs. Features may be solid, liquid or gaseous; animal, vegetable or mineral; a discrete thing, such as, a location or point of interest, or a collection or system of things such as, a species, view or entire landscape. Features are generally natural in origin, but may include built or constructed features such as, properties with heritage value or features linked with a natural setting such as, medicine wheels, rock carvings or battlefield sites.

Unique most often refers to a specific feature of the environment of value to Saskatchewan, even if the feature may be common elsewhere. It is likely a landscape feature (e.g., Castle Rock) or an entire landscape itself (e.g., Big Muddy or Athabasca Sand Dunes). It may also include features with unique cultural significance, even if common from an archeological perspective (e.g., provincial heritage or archaeological sites or First Nations and Métis cultural and spiritual sites).

Rare or endangered species are encompassed by the term species of conservation concern, which include the following:

- species listed by the SKCDC as extremely rare (S1), very rare (S2), historic without verification in 20 or more years (SH) believed to be extinct or extirpated from Saskatchewan (SX) and/or tracked;
- species listed in the provincial *Wild Species at Risk Regulations* as extirpated, endangered, threatened or vulnerable; and
- species identified in Schedules 1, 2 and 3 of the *Species at Risk Act* (SARA); and/or are recognized as being at risk by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC).

Sensitive habitats in Saskatchewan includes areas that are essential to the survival and recovery of Species of Conservation Concern. Examples of sensitive habitats in Saskatchewan include native dominant grassland and short shrub grassland (grassland or shrubland yielding ≥ 51 per cent perennial native plant and wildlife species), and areas of the boreal forest with high quality woodland caribou habitat. Federally designated Critical Habitat must also be considered in technical proposals and avoided. Refer to federal and provincial lists of endangered, vulnerable, threatened and tracked species in Saskatchewan.

Other factors to consider within the parameters of this question could include:

- physical destruction or elimination of a feature of the environment or any physical degradation or deterioration (e.g., burying, excavating, undermining, cutting, hunting, fishing, blasting);
- reductions in numbers, particularly in light of thresholds for sustainable reproduction (e.g., reduction of a species or habitat species that will reduce the species to such an extent that the viability of the species becomes threatened);
- reduction in health and vitality (e.g., stunting of growth, increased vulnerability to disease or sickness, shortened life spans, reduced reproductive success);
- changes in behaviour that may have effects on a feature (e.g., where a predator begins to hunt a different type of prey);
- changes in genetic development of a species;
- removal of habitat;
- introduction of invasive species;
- introduction of harmful substances (e.g., emissions, effluent, use of pesticides and herbicides);
- disturbance and nuisance (e.g., noise, traffic, vibrations); and
- erection of permanent or semi-permanent structures that will impact a feature of the environment.

Other important designations could include special, well-known or officially designated sites, structures or areas under programs such as the Ramsar Convention; United Nations Educational, Scientific and Cultural Organization (UNESCO) heritage sites; Western Hemispheric Shorebird Reserve Network (WHSRN) sites; important bird areas; national, provincial or local parks and recreation areas; provincial heritage act sites; ecological reserves; or representative area networks.

Located in/close to the sensitive areas – If the proposed project is in or very close to sensitive areas, contact with the ministry is advised, and the submission of a technical proposal may be requested.

Minimum setback distances and activity restrictions established to protect rare and endangered animals or plants, or to protect water bodies from contamination – If the proposed project does not provide adequate protection to rare and endangered animals or plants, or to water bodies, the proposed project will likely require review under the Act. Rare and endangered species legislation protects animals and their residences, but not necessarily their surrounding habitat. However, significant impacts to surrounding habitat can harm the viability of a species. Setback distances and activity restrictions have been established by the ministry to assist the proponent in buffering these impacts during construction, operation and decommissioning. This guidance document can be accessed online by searching "Activity Restriction Guidelines" at www.saskatchewan.ca.

2. Is the proposed project likely to substantially utilize any provincial resource and, in so doing, pre-empt the use, or potential use, of that resource for any other purpose?

The intent of this criterion is to ensure that provincial resources are managed in accordance with provincial resource development policies and priorities, and access to provincial resources by other potential users, now or in the near future, is not unreasonably restricted. It would not include human resources, such as workers, industrial plant, financial capital or public infrastructure.

Utilization means physical actions, such as extraction, removal, processing, consumption or other use of a resource. It does not include sale, lease or mere occupation of the resources. The term, *substantially utilize*, refers to the amount of proposed resources used compared to the remaining resources available for other users in the area. The scale of comparison may be within the entire province (e.g., the amount of resources used vs. the total amount of resources in the province), or might be reduced on practical grounds (e.g., a proposal to dam most of the water in a river for use at a hydroelectric power plant may mean that this water is not available at appropriate times for irrigation purposes. In this example, the resource is not water per se, but water in a particular location that is available to other current or potential users.) Similarly, a relatively small use of a resource may trigger the criterion, if the effect is to use up the allocation of the resource in a particular area, without any alternative sources of supply.

Provincial resource means both natural renewable and non-renewable resources.

Both substantial use and pre-emption are required to trigger this criterion. The mere consumption of a resource, even a large amount, does not trigger the criterion unless access to the resource by others within the province will be substantially impaired as a result.

Other factors to consider could include substantial utilization of:

- provincial resources;
- wildlife (including natural vegetation, animals and habitat);
- agricultural soils;
- forests; or
- ground and surface or subsurface water sources (e.g., dams or diversions, shoreline alterations, causeways and drainage).

3. Will the proposed project cause the emission of any pollutants or create by-products, residual or waste products, which will require handling and disposal in a manner that is not regulated under any other Act or regulation?

The intent of this criterion is to identify whether provincial regulatory systems have well-developed rules or considerable prior experience with regulating any pollutants, by-products and residual or waste products produced by the project. When this is the case, other provincial Acts or regulations are likely to be reliable and effective (in preventing unacceptable risks to public health; preventing significant harm to populations of wild animals, birds or aquatic life; and ensuring safe conditions for or preventing harm to domestic, municipal, industrial, agricultural, recreational or other lawful uses of the environment). As a result, risk is low and an EA review and approval is likely not necessary.

Indicators that suggest existing regulatory processes will be reliable and effective include:

- clear and enforceable standards or environmental outcomes specified in legislation and regulation (e.g., specified limits on emissions or prescribed handling methods); and
- a consistent and systematic approach to setting environmental standards or outcomes in the regulatory permitting process to manage potential impacts of concern.

However, where the specific circumstances of individual projects may involve new impacts that are not anticipated, or are incompletely addressed under existing legislation, review and approval under the Act may still be required.

4. Is the proposed project likely to cause widespread public concern about potential environmental changes?

The intent of this criterion is to identify if one or more of the following groups is likely to be concerned about the potential environmental impacts of the proposed project, and if this concern is likely to be shared more widely amongst the public.

Geographic Scale	Social Groups
Adjacent properties	• Landowners • Neighbours • Land users (e.g., local outdoor clubs, community groups)

Geographic Scale	• Social Groups
Within local community or region	• Local residents and municipal council members • First Nations and Métis communities • Local media • Chambers of Commerce • Special interest groups (e.g., wildlife organizations, farm groups)
Other regions of the province	• Downstream communities • Downwind communities
Province-wide	• Provincial organizations (e.g., environmental or wildlife groups, chambers of commerce, agricultural groups, public health organizations, or other groups with environmental interests/concerns) • Provincial media (e.g., major newspapers or broadcast media)

Engagement could include visits to neighbouring landowners or local organizations, news releases, advertising, open houses, public meetings and opinion surveys.

The ministry strongly encourages the proponent to contact First Nations and Métis communities that may be impacted by the proposed project early in the project development process. The information gathered will help determine whether the proposed project may lead to adverse impacts on Treaty or Aboriginal rights and traditional uses. While the DTC with First Nations and Métis communities rests with the provincial government, information gathered by the proponent on environmental impacts will assist the provincial government in meeting the DTC, should the project be deemed a development. The information will also contribute to more timely decisions and build better relationships with First Nations and Métis communities.

Other factors to consider could include:

- any conditions or impacts that the project produces about which the public may be concerned that cannot be addressed through the design of the project;
- whether planned construction and operation of the project reduces the likelihood or severity of any remaining residual impacts about which the public may be concerned;
- whether the same or similar projects have proceeded in similar circumstances without widespread public concern;
- any unique circumstances in the community that may result in public concern (e.g., negative impacts on features of the environment that the community considers particularly important for cultural, economic or social reasons); and

- any discussions that have taken place with potentially affected interests, including First Nations and Métis communities and any established evidence that public concern will/will not occur.

5. Is the proposed project likely to involve a new technology that is concerned with resource utilization and that may induce significant environmental change?

This criterion ensures that the use of new technologies in Saskatchewan is appropriate to the circumstances of the project and provincial conditions in which it is expected to operate. New technology refers to technology that has never been used before in Saskatchewan for the purpose proposed.

Factors to consider include involvement of technology that encompasses all three of the following criteria:

- is new to the province, or new globally;
- is associated with resource utilization (resource utilization means the removal, use, transformation or disposal of natural renewable or non-renewable resources); and
- may induce significant environmental change.

Generally, the use of new technology does not require review and approval if there is little likelihood of inducing environmental changes. The most reliable basis for this conclusion is experience with the technology elsewhere in conditions like the proposed application in Saskatchewan. Other evidence for this conclusion may include results of tests or pilot projects, expert review of the design and proposed operation, and proposed safeguards and contingency plans.

6. Is the proposed project likely to have a significant impact on the environment or necessitate a further development that is likely to have a significant impact on the environment?

This criterion ensures that significant impacts not caught by previous criteria may still be subject to the review and approval process. For example, a proposed project may affect a species that is not rare or endangered.

While this effect would not normally trigger the EA process, if the proposed project significantly reduces the numbers of the species to the point where the value of the species is reduced or its viability endangered in Saskatchewan, this impact would be considered significant.

Further or ancillary developments involve activities that will occur because a proposed project requires them (e.g., new or upgraded roads or power transmission lines). Often, ancillary developments are not owned by the proponent. Nevertheless, they could cause impacts that would result in their own EA process. A technical proposal may be required for an ancillary project if the construction and operation of the ancillary project is functionally integrated with the construction and operation of a proposed project requiring ministerial approval, and its impacts are not part of the assessment of the proponent for the development requiring approval.

Prior to approving, the ministry needs to understand the impacts associated with that development and the combined impacts of the associated projects to ensure that an appropriate review occurs.

Factors to consider could include:

- Whether environmental impacts may affect:
  - human health, public safety and quality of life;
  - abundance and quality of wildlife and wildlife habitat;
  - natural resources;
  - local and provincial economies;
  - community relationships; and
  - Treaty and Aboriginal rights and traditional uses.

- Any indirect impacts on the environment (e.g., increased road access required by the project or an increase in local population, which leads to greater hunting pressures on wildlife in previously inaccessible areas).

- Any impacts of a significant scale, such as:
  - effects that are likely or unavoidable;
  - effects that exceed guidelines or ministry standards (e.g., provincial regulatory standards); and
  - whether the inherent design of the project reduces the likelihood of effects occurring (where mitigation is considered necessary to address impacts, the project should likely be reviewed through the technical proposal process).

- Whether significant negative impacts will result in any impacts that are:
  - intensive or concentrated;
  - frequent or long-lasting;
  - widespread in occurrence;
  - irreversible or requiring costly and difficult remediation; and
  - involve cumulative effects.

- Whether required services provided from a third party may also require review and approval under the Act. The proponent is not responsible for obtaining approval for ancillary projects. However, if the impacts of ancillary developments are considered unacceptable, the Minister may set additional terms and conditions on how these developments are to be designed or constructed. In some cases, approval to proceed may be refused or delayed. This may have significant implications for the viability of the project, or may affect planning and development regarding timing and cost.

APPENDIX B – ENVIRONMENTAL ASSESSMENT SCREENING AND IMPACT POSTERS

There are two posters on the following pages that can be printed and posted at public events for developments completing environmental assessments pursuant to *The Environmental Assessment Act.*

This project is subject to an environmental assessment screening.

The screening process determines whether an environmental impact assessment will be required before the project can proceed.

Your feedback is vital to the review process.

The information, concerns and priorities you provide will help inform decisions and ensure all potential environmental impacts are considered.

saskatchewan.ca/environmentalassessment

Saskatchewan

This project is subject to an environmental impact assessment.

The environmental impact assessment process allows for public participation and ensures projects proceed with appropriate environmental safeguards in place.

Your feedback is vital to the review process.

The information, concerns and priorities you provide will help inform decisions and ensure all potential environmental impacts are considered.

saskatchewan.ca/environmentalassessment

Saskatchewan